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SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS  
ADMINISTRATION COMMITTEE

June 7, 2007

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**MINUTES**

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**THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPE OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.**

The Administration Committee held its meeting at the Lake Arrowhead Resort, Lake Arrowhead, CA. The meeting was called to order by Toni Young, Chair, Port Hueneme. There was a quorum.

**Members Present**

Baldwin, Harry	City of San Gabriel
Burke, Yvonne	County of Los Angeles
Edney, Jon	City of El Centro
Loveridge, Ronald	City of Riverside
McCallon, Larry	City of Highland
Nowatka, Paul	City of Torrance
Ovitt, Gary	County of San Bernardino
Wapner, Alan	City of Ontario
Young, Toni ( <b>Chair</b> )	City of Port Hueneme

**Members Not Present**

Aldinger, Jim	Manhattan Beach
Becerra, Glenn	City of Simi Valley
Clark, Margaret	City of Rosemead
Dixon, Richard	City of Lake Forest
Lowenthal, Bonnie	City of Long Beach
Masiel, Andrew	Pechanga Band of Luiseno Mission Indians
O'Connor, Pam	City of Santa Monica
Parks, Bernard	City of Los Angeles
Pettis, Greg	City of Cathedral City
Roberts, Ron	City of Temecula
Washburn, Dennis ( <b>Vice Chair</b> )	City of Calabasas

**1.0 CALL TO ORDER & PLEDGE OF ALLEGIENCE**

Hon. Toni Young, Chair, Port Hueneme, called the meeting to order at 10:00 a.m.

**2.0 ELECTION OF CHAIR & VICE CHAIR**

Motion was made to nominate Hon. Ronald Loveridge as the Administration Committee Chair and to nominate Hon. Jon Edney as the Administration Committee Vice Chair.

*Motion was moved, seconded and unanimously approved.*

**3.0 PUBLIC COMMENT PERIOD**

None

**4.0 REVIEW and PRIORITIZE AGENDA ITEMS**

Item 5.1.6 was pulled for discussion. Wayne Moore, CFO advised that the \$84.00 lodging rate complies with the State's reimbursement rate.

**5.0 CONSENT CALENDAR**

**5.1 Approval Items**

5.1.1 Minutes of April 5, 2007 Meeting

5.1.2 Contracts over \$250,000

5.1.3 Sponsorship of the World Conference  
on Transport Research

5.1.4 EPA Grant for Smart Growth Streets  
and Emergency Response

5.1.5 FHWA Grant for Integrating Transportation  
and Resource Planning to Develop  
Ecosystem Based Infrastructure Projects

5.1.6 Amendment to the SCAG Travel Policy  
and Guidelines

## **5.2     Receive & File**

### **5.2.1   Contracts/Purchase Orders and           MOUs between \$5,000 - \$250,000**

*Motion was made to approve the consent calendar. Motion was seconded and unanimously approved.*

## **6.0     ACTION ITEMS**

### **6.1     Fulbright & Jaworski Contract**

Joann Africa, Acting Chief Counsel provided an overview requesting the authorization to amend the Fulbright & Jaworski contract to increase the maximum amount payable by \$50,000 for Fiscal Year 2006-07, and to continue the contract on a month-to-month basis starting July 1, 2007.

Due to additional legal costs, including those associated with services related to the RHNA program, it is necessary to increase the maximum contract amount payable for this fiscal year by \$50,000.

Funding for the proposed amendment is included in the FY 2006-07 and FY 2007-08 budgets for legal services and will be allocated as appropriate between the General Fund and Indirect Costs Fund.

*Motion was made to approve amendment. Motion was seconded and unanimously approved.*

### **6.2     State Lobbyist Contract**

Sylvia Patsaouras, Interim Director of Gov. and Public Affairs provided an overview of the State Lobbyist Contract and requested approval of contract #08-002 to Hatch & Parent for State Governmental Affairs consulting and lobbying services, in an amount not to exceed \$100,000 annually. The contract is a four year contract, renewed annually.

A request was made to have staff prepare evaluations at the end of each legislative sessions to include summaries on what was learned, what wasn't learned, what can be approved upon, etc. The summary should be able to provide direction to the legislators as well as the members and staff in future sessions.

*Motion was made to approve the contract. Motion was seconded and unanimously approved.*

### 6.3 Federal Lobbyist Contract

Sylvia Patsaouras, Interim Director of Gov. and Public Affairs provided an overview of the State Lobbyist Contract and requested approval of contract #08-001 to the C2 Group for federal governmental affairs consulting and lobbying services, in an amount not to exceed \$200,280 annually. The contract is a four year contract, renewed annually.

Councilwoman Robin Lowe, RCTC member expressed some concerns about the last consensus trip with the Federal Lobbyist. Councilwoman Lowe expressed her disappointment in the sessions, and how it was difficult to meet with the appropriate legislators over concerns that affect the Southern California Region, such as the Air Quality issues.

Other committee members also voiced their concerns on how productive the trip had been, but also noted that timing of the trip may have attributed to concerns raised. Regional Council President Gary Ovitt suggested that several meetings be held in the early stages to discuss strategies and planning issues prior to setting the Agenda for Washington.

*Motion was made to approve the contract. Motion was seconded and unanimously approved.*

### 6.4 I-710 EIR/EIS Funding Agreement

Philip Law, Corridors Program Manager, gave an overview of the I-710 project and discussed the request for SCAG to develop a Funding Agreement with the MTA. The Funding Agreement would commit SCAG to \$3 million dollars—comprising \$2 million in direct support and \$1 million in “in-kind” activities. The duration of the project is expected to be 43 months.

*Motion was made to approve. Motion was seconded and unanimously approved.*

## **7.0 INFORMATION ITEMS**

### **7.1 CFO Monthly Financial Report for April 2007**

Wayne Moore, CFO reported on several significant highlights:

- In order to improve invoice efficiency for elected officials, a new travel reimbursement expense form was developed.
- The GFOA awarded a Certificate of Achievement for Excellence in Financial Reporting to SCAG for its Comprehensive Annual Financial Report (CAFR) for the year ending June 30, 2006.
- All Budget activities are completed. The annual budget is expected to be approved by the FHWA no later than June 30, 2007. The Indirect Cost Budget is also expected to be approved by June 30, 2007.
- Next year, a consolidated budget development system will be implemented to allow long range planning.

## **8.0 STAFF REPORT**

There was no Staff Report

## **9.0 FUTURE AGENDA ITEMS**

Hon. Toni Young requested a subcommittee to be formed on Investment Policies.

## **10.0 ANNOUNCEMENTS**

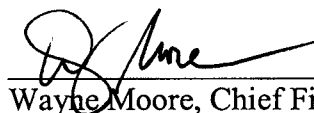
There were no announcements

## **11.0 ADJOURNMENT**

Hon. Toni Young, Chair, adjourned the meeting at 10:27 a.m.

The next Administration Committee meeting will be held on Thursday, July 12, 2007 at the SCAG offices in downtown Los Angeles.

Minutes Approved by:



Wayne Moore, Chief Financial Officer  
Staff to the Administration Committee

# ADMINISTRATION COMMITTEE ATTENDANCE REPORT

2007

Member (including Ex-Officio) LastName, FirstName	Representing	X = County Represented						X = Attended				= No Meeting NM = New Member							
		IC	LA	OC	RC	SB	VC	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Aldinger, Jim*	Manhattan Beach		X					X											
Baldwin, Harry*	San Gabriel		X					X	X		X		X						
Becerra, Glen*	Simi Valley		X																
Burke, Yvonne*	Los Angeles County		X					X	X		X		X						
Clark, Margaret*	Rosemead		X					X			X								
Dixon, Richard*	Lake Forest			X				X			X								
Edney, Jon* Vice Chair	El Centro	X						X	X	X	X		X						
Loveridge, Ronald, Chair*	Riverside				X				X	X			X						
Lowenthal, Bonnie	Long Beach		X																
Masiel, Andrew*	T.A.S.I.N.				X					X	X								
McCallon, Larry*	Highland				X			X	X	X			X						
Nowatka, Paul*	Torrance		X					X	X	X	X		X						
O'Connor, Pam*	Santa Monica		X																
Ovitt, Gary*	San Bernardino County					X			X		X		X						
Parks, Bernard*	Los Angeles		X					X											
Pettis, Gregory*	Cathedral City				X			X	X	X	X								
Roberts, Ron*	Temecula				X			X			X								
Wapner, Alan*	Ontario					X			X	X	X		X						
Washburn, Dennis*	Calabasas						X	X	X	X	X								
Young, Toni *	Port Hueneme						X		X	X	X		X						
<b>Totals</b>		<b>1</b>	<b>9</b>	<b>1</b>	<b>5</b>	<b>2</b>	<b>2</b>												

\* Regional Council Member